

G. R. S. IX-5]

20. Previous references.

138-12-1 d. 11.9.12.
1916
1827883-93 d. 201-10-3 d. 26.4.12.

File No. 66-16

Serial Nos. 314 & 5

(Local Bd)

Later references.

Preserve
at
16/1/22

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 314 & 5

Part B for November 1916.

SUBJECT.

Instructions for the correct preparation of
municipal and D.F. Budgets.

To the Compiler, Mysore Gazette No. 3449 d. 29.11.16.

Notifies the addition of certain clauses to rule
151 of the rules under the Mysore Local Board
Regulation.

A.O. No. 3467-78. d. 29.11.16.

Issues instructions for the correct preparation
of District Fund Budgets.

Sub. 23.2.17

GENERAL AND REVENUE SECRETARIAT.

(L.B.)

NOTES.

File No. 66-16

FILE HEADING.

Amendments of Local Board rules.

From

No.		Dated		Received	
Diary No.		Enclos.	Spare Copies.	Serial No.	

BRIEF ABSTRACT OF LETTER.

NOTES AND ORDERS.

Extracts from L. Jones 2786-10
 from file 91-15
 relating to D.G. Budgets, Harrow for 1916-17
 Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Para 7. The Expenditure exceeds
 the ordinary Expenditure receipts
 on the draft budget. & the same
 is the case in the budget
 for 1915-16

Para 8. Perhaps a general order
 on this point as regards District
 & D.G. Budgets may be
 issued directing that ordinarily
 the ordinary receipts & the ex-
 penditure should balance each
 other

J. V.R.T. 23/4/16

Para 9. Yes. I think the
 finances of these bodies require
 a little careful readjustment.
 I shall be obliged if the Secy
 will go into the general question
 and prepare a draft giving
 instructions

Para 10 Besides the Budget
 review contain statements. This
 does not appear to be necessary

N.B.—Should routine notes be written on small slips,
 the notes must be copied, or slips pasted on
 this form.

G.R.S. 13]

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

Para 11. An intelligent criticism & advice are all that is necessary. It is desirable that the actual financial position should be reviewed at this opportunity, i.e. to say how much actual plus a money balance they have & start with & whether their recurring liabilities are

Id. A.B.

25/4

Para 13 - The general question will be investigated as early as possible and a draft submitted for approval. x x x

Id. V.R.T.
26.4.16

Para 14 x x x. The other draft will be awaited.

Id. A.B.

27/4.

Para 15. x x x. The Ant Secy will see about the other draft.

Id. V.R.T.
27/4

GPB-50,000-5815

Para 16 - Pr W to take extracts about the general question & submit.

Id. A.B.
28/4.

N.B.—Should routine notes be written on small slips the notes must be copied, or slips pasted on this form.

L. 7ms 2687-15 *Impress*

3

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

*und. S. 100**D-2*

The question of
issuing instructions
for the better
preparation of local &
municipal budgets
in future should
be taken up early

2. The existing orders
on the subject
should first be
collected; then a
description of the
defects found & the
improvements proposed

orders passed elsewhere
may also be referred to

3. Progress should be
reported before the 7th
May *for*

N.B.—Should routine notes be written on small slips,
the notes must be copied, or slips pasted on
this form.

GPB—50,000—5-8-15

Adm. Sec. Biv 28/4/16

A note as well as a
draft may be prepared

Serial
No.

draft of a General order is sent up for approval.
 A standing order seems to be necessary
 in the next question of discontinuing the
 publication of statements with the first
 Review of Budget Estimates as directed by the
 1st member supra.

Gp. 31

4.5.16

B.E.

8/5 I will refer to and also three
 notes interesting & useful notes
 put up by Mr D. Sitaraswami
 2 on Dist & Local Fund Finance,
 and the third on essentials of
 Local Govt-adminⁿ
 are sub^d for perusal & further
 instructions.

I have been unable to
~~elaborate the details~~ put up a
 note, as I had ^{the} a good work of
 for I or for II throughout this
 case, & as I ~~am leaving~~
~~for the~~ have been suddenly
 transferred to the Dist. Comm^r's
 office

New Secy)

Am
18/5

Serial
N^o

Noted with thanks

Y
19.5-

Two drafts are herewith
put up, one about
St Boud Budgets & the
other about Municipal
budgets

A mention is also made
to the routine note of
the audit Sec^y. It is there
pointed out that in the
Madras Presidency, the

annual expenditure also exceeds

the annual receipts. The
financial review for 1914-15
is put up herewith

St M Embles

TM
30/5/16
49
30/5-16

Routine Notes.

[To be used only for notes, requisitions, etc., not intended for permanent record.]

of laws where large
 specially large projects
 are in contemplation the
 opening balances will be
 allowed to accumulate
 beyond the minimum.

Rev. Secy.) LB
 28/5-16

Mr. The law is the same
 in municipalities also —
 Rule 20 of the Mysore Mund
 Act. Manual precludes
 accumulation of opening
 balances beyond a maximum
 - here.

* 25-70 of Municipal Receipts

LB
 Two typed drafts
 as per Secy's instruction
 are sent herewith —
 one relating to the
 & the other to the

Art 5. Municipal Code
 Madras

I may add that
 municipalities in
 Madras have the
 power to sanction extra
 grants over the Budget
 from the surplus.

N.B.—Should routine notes be written on small slips,
 the notes must be copied, or slips pasted on
 this form.

Rev Secy- LB
 30/5-16

G. R. S. 12]

General and Revenue Secretariat.		File No.	of 191	
		Serial No.		
		Items	Bowringpet Municipality	Chintamani Municipality
		Receipts. Total	12,990	12,680
		Deduct extraordinary items -		
		Normal income	12,990	12,680
		Expenditure - Total	17,184	18,825
		Deduct extraordinary items viz. Public Works original and optional.	4,750	6,800
		Others	3	
		Normal expenditure	12,434	12,025
		Result. Financial position.	Good	Good

A revised draft order is subd for approval or other orders. It clearly sets forth the existing chief defects and suggests measures for obviating them.

M
164)
20/6/16 23/6

Rev. Secy.)

123
27/6-16

G. R. S. 12]

General and Revenue Secretariat.	File No. of 191
	Serial No.

So both in the case of
Municipal & St Board
budgets, a separation of
income receipts & expenditure
should be attempted & given

On the case of the rules under
the Local B^d Regn, draft
of an amendment to the
Rule 157 should be framed
so as to form part of the
order; in the case of Municipal
budgets the Comptroller will
have the amendment

Recd 11/7

It will suit
- now go for
kindly sending
Rev. Secy
of Councils
to be sent

5/7/16

29/6/16
30/6-16

Revised drafts subd as directed
There is no rule regarding the ordinary
income and expenditure of ^{local} Municipal Bodies
The meaning of normal income
and expenditure has been well

490

490

G. R. S. 12]

General and Revenue
Secretariat.

File No.

of 191

Serial
No.

There is no reason in defining passing
 def as giving instructions by
 these bodies - to prepare correct
 budgets - & estimate the income
 exps. on a proper basis
 rule of 31.5 - show up the
 defects. In B. India all
 spl allotments are shown
 separately -

49
 26.5

Lt. G. O. No. 2470-16
 H. N.

In favor of passing on def.
 Full length.

26/8/16
 26/8-16

Subd
 H. N. 26/8/16. FC (267)

25/8

Before prescribing any additional
 statement - we have already too many of
 them - I would make sure that the advantages
 arising from its adoption would outweigh the
 extra work involved in its preparation.

As regards minimum balances there is
 already Rule 20 of the Municipal Acts Amendment

As regards reviewing & balancing normal
receipts & normal expenditure if there are
 many instances in which want of such a

no 2756-10

17

G. R. S. 12]

General and Revenue
Secretariat.

File No.

of 191

Serial
No.

Revised drafts subd for approval

of
(64)

D. M.
19.10.16

10/10/16
~~18/10~~
17/10

Rev: Secretary)

For approval

2-1
23-10-16

2nd member)

See revised drafts

black before and copy

llh
21/10/16

D. M.
21.10.16

llh

14.10

The Draft Revised letter to Municipal
Bodies. I shall get a new copy
prepared.

The Draft relating to Draft and Proposals
may also be kindly perused. With the
Draft Notification put up for kind
approval.

2nd member) -

llh 24/10

approved & signed

D. M.
24.10.16

llh

17.10

325.
26-10-16

Ask Secy) Please get two typed copies
put up for submission to Secy

llh
28/10/16

Mass get new copies typed

2 days. D. M.
28.10.16

3. -24
28/10

2-2733-15
83

34494866-16-3
929.11.16
L.B. 265-16-3
-3

3 Drafts
24481
transferred 27.1.17.

Done Mr L. Krishna Rao

NOTIFICATION.

Add the following to rule 151 of the Rules under the Local Boards Regulation published under Notification No. 2360/L.B.265-12-2 dated 2nd September 1914.

(h) The estimates of expenditure may include as many optional items as are approved by the District Board provided that the estimated closing balance does not fall short of the prescribed minimum and the accumulation of funds is not necessary for carrying out any big projects.

(i) The Boards should exert their best to promptly realise the estimated income and curtail the expenditure to the necessary extent should any fall in the estimated income is apprehended. They should also at ~~the time of passing~~ ^{their budgets examine} their financial condition and regulate their expenditure on recurring and obligatory items so that it may be well within their normal income. They should view with special caution all proposals for increase of a recurring nature and sanction them only if their normal income admits of bearing the extra charge involved.

hkr
27/11/17

Form No. 26-J Statement showing the financial condition of the Board, 1909

Income.

Total Receipts.

Deduct extraordinary items:- Viz.

1. Receipts under Drinking Water Wells Fund.
2. Loans.
3. Other Public debt items.
4. Interest on investments.
5. Occasional grants from Govt. for special works.
6. Other items (to be specified)

Total Deductions.

Normal income.

Expenditure.

Total Expenditure.

Deduct extraordinary items:- Viz.

1. Public Works, optional.
2. Construction & improvement of Dispensary buildings including staff quarters.
3. Compensation.
4. Expenditure under Drinking Water Wells Fund.
5. Investments.
6. Loans and other Public debt items.
7. Other items (to be specified).

Total deductions.

Normal Expenditure.

Result of financial review.

Action proposed to be taken to keep the normal expenditure within the normal income or to improve the resources of the Board.

Percentage of expenditure on Public Works to normal receipts.

Percentage of expenditure on establishments to normal receipts.

REVENUE.

No. 3449—L. B. 66-16-3, dated 29th November 1916.

Add the following to Rule 151 of the Rules under the Local Boards Regulation published under Notification No. 2360—L. B. 265-12-2, dated the 2nd September 1914.

(h) The estimates of expenditure may include as many optional items as are approved by the District Board provided that the estimated closing balance does not fall short of the prescribed minimum and the accumulation of funds is not necessary for carrying out any big projects.

(i) The Boards should exert their best to promptly realise their estimated income and curtail the expenditure to the necessary extent should any fall in the estimated income be apprehended. They should also at the time of passing their Budgets examine their financial condition and regulate their expenditure on recurring and obligatory items so that it may be well within their normal income. They should view with special caution all proposals for increase of a recurring nature and sanction them only if their normal income admits of bearing the extra charge involved.

(j) The normal income and expenditure of the Boards should be arrived at by deducting from the total income and expenditure the totals of the extraordinary items of income and expenditure and in order to ensure that the normal income and expenditure are correctly calculated and the financial position is properly reviewed, a statement in form No. 26-J, should be prepared and well scrutinised at the time of passing the budget and a copy thereof submitted to Government along with the budget every year.

Form No. 26-J. Statement showing the financial condition of the Board.

Income.—

Total Receipts.—

Deduct extraordinary items :—*Viz.*—

1. Receipts under Drinking Water Wells Fund.
2. Loans.
3. Other Public debt items.
4. Interest on investments.
5. Occasional grants from Government for special works.
6. Other items (to be specified).

Total Deductions.

Normal income.

Expenditure.—

Total Expenditure.—

Deduct extraordinary items :—*Viz.*—

1. Public Works, optional.
2. Construction and improvement of Dispensary buildings including staff quarters.
3. Compensation.
4. Expenditure under Drinking Water Wells Fund.
5. Investments.
6. Loans and other Public debt items.
7. Other items (to be specified).

Total Deductions.

Normal Expenditure.

Result of financial review.

Action proposed to be taken to keep the normal expenditure within the normal income or to improve the resources of the Board.

Percentage of expenditure on Public Works to normal receipts.

Percentage of expenditure on establishments to normal receipts.

By Order,
L. KRISHNA RAO,
Offg. Secretary to Government,
Revenue Department.

Kadur	1916-17.		
	proposed	62,301	68,689
L.B.91-15-12.	normal.	59,801	65,489

It is therefore necessary to issue definite instructions as follows, drawing at the same time the attention of the Boards to the necessity of improving the finances.

- (1) The prescribed minimum should be adhered to without exception.
- (2) The year's income should be collected as far as possible and no disturbing factor introduced in the budget by calculation of arrears of revenue.
- (3) Extra expenditure should not be proposed which is likely to cause deficit.
- 4. The normal income and expenditure of the Boards should be arrived at by deducting from the total income and expenditure the totals of the extraordinary items of income and expenditure and with a view to ensure that the Boards calculate their normal income and expenditure correctly and review their financial position in a careful manner, Government direct that a statement in the accompanying form be prepared, -- scrutinised and passed by the District Boards and the Kolar Gold Fields Sanitary Board and a copy thereof submitted with the Budget Estimates to Government every year.

Statement showing the financial condition of the Board.

Income.

Total Receipts.

Deduct extraordinary items :- viz.

1. Receipts under Drinking Water Wells Fund.
2. Loans.
3. Other Public debt items.
4. Interest on investments.
5. Occasional grants from Government for special works.
6. Other items (to be specified).

Total deductions

Normal income.

Expenditure.

Total Expenditure.

Deduct extraordinary items :- viz.

1. Public Works, optional.
2. Construction and improvement of
Dispensary buildings including
Staff Quarters.
3. Compensation.
4. Expenditure under Drinking Water Wells Fund.
5. Investments
6. Loans and other Public debt items.
7. Other items (to be specified).

Total deductions.

Normal Expenditure.

Result of financial review.

Action proposed to be taken to keep the normal expenditure
within the normal income or to improve the resources of
the Board.

Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

G. O. No. 3467-78—L. B. 66-16-5, dated 29th Nov. 1916

District Fund Budgets.

Issues instructions for the correct preparation of —.

District Fund Budgets.

No. 3467-78—L. B. 66-16-5, DATED 29TH NOVEMBER 1916.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS
THE MAHARAJA OF MYSORE.

GENERAL AND REVENUE DEPARTMENTS.

Order No. 3467-78—L. B. 66-16-5, dated 29th November 1916.

Government observe that in the preparation of District Fund Budgets, the District Boards do not pay sufficient attention so as to keep their normal expenditure within their normal income. A few typical instances of the defects in this respect are noted in the following statement:—

District Board	Year	Income	Expenditure
Kadur, L. B. 222-11.	1912-13 Proposed	56,535	70,281
	Normal	54,035	60,941
Kadur, L. B. 204-13.	1914-15 Proposed	62,406	74,489
	Normal	59,906	55,571
Bangalore, L. B. 91-15-13.	1916-17 Excluding Drinking Water Wells Fund Proposed	96,879	1,13,385
	Normal	96,879	1,03,885
Hassan, L. B. 91-15-5.	1916-17 Proposed	1,06,594	1,42,901
	Normal	1,06,594	1,24,791
Tumkur, L. B. 91-15-22.	1916-17 Excluding Drinking Water Wells Fund and Railway transactions. Proposed	98,662	1,25,117
	Normal	98,662	1,04,617
Kadur, L. B. 91-15-12.	1916-17 Proposed	62,301	68,689
	Normal	59,801	65,489

It is therefore necessary to issue definite instructions as follows, drawing at the same time the attention of the Boards to the necessity of improving their finances:—

- (1) The prescribed minimum should be adhered to without exception.
 - (2) The year's income should be collected as far as possible and no disturbing factor introduced in the budget by calculation of arrears of revenue.
 - (3) Extra expenditure should not be proposed which is likely to cause deficit.
2. The normal income and expenditure of the Boards should be arrived at by deducting from the total income and expenditure, the totals of the extraordinary items of income and expenditure and with a view to ensure that the Boards

No. 3467-78—L. B. 66-18-5, DATED 29TH NOVEMBER 1916.

calculate their normal income and expenditure correctly and review their financial position in a careful manner. Government direct that a statement in the accompanying form be prepared, scrutinised and passed by the District Boards and the Kolar Gold Fields Sanitary Board and a copy thereof submitted with the Budget Estimates to Government every year.

3. The rules under the Local Boards Regulation will be amended as shown in the accompanying copy of the notification which will be published in the Gazette.

L. KRISHNA RAO,
Offg. Secy. to Govt., Rev. Dept.

To—The Presidents of District Boards.

The President, Kolar Gold Fields Sanitary Board.

The Comptroller to the Government of Mysore.

The Superintendent, Government Press.

The Superintendent, Government Stationery, with the request that sufficient number of copies of the statement may be printed and supplied to the Presidents.

Exd.—C R

No. 3467-78—L. B. 66-16-5, DATED 29TH NOVEMBER 1916.

STATEMENT SHOWING THE FINANCIAL CONDITION OF THE
..... BOARD.

INCOME.

Total Receipts.

Deduct extraordinary items, viz.—

1. Receipts under Drinking Water Wells Fund.
2. Loans.
3. Other public debt items.
4. Interest on investments.
5. Occasional grants from Government for special works.
6. Other items (to be specified)

Total deductions.

Normal income.

EXPENDITURE.

Total Expenditure.

Deduct extraordinary items, viz.—

1. Public works, optional
2. Construction and improvement of dispensary buildings including staff quarters.
3. Compensation.
4. Expenditure under Drinking Water Wells Fund.
5. Investments.
6. Loans and other public debt items.
7. Other items (to be specified)

Total deductions

Normal expenditure.

Result of financial review.

Action proposed to be taken to keep the normal expenditure within the normal income or to improve the resources of the Board.

Percentage of expenditure on public works to normal receipts.

Percentage of expenditure on establishments to normal receipts.
